

Information Technology Resource Management Council (ITRMC)  
**Access Idaho Steering Committee**

**Meeting Minutes**  
(Approved by Committee December 16, 2004)

**October 28, 2004**

The Access Idaho Steering Committee monthly meeting was held on Thursday, October 28, 2004, from 1:35 to 2:15 p.m., in Conference Room 155 of the LBJ Building, Boise, Idaho.

**CALL TO ORDER, WELCOME**

Chairman **Bill Farnsworth**, who welcomed members and others in attendance, called the meeting to order.

**ATTENDANCE**

**Members/Designates Present:**

Bill Farnsworth, ITRMC Staff  
Chuck Goodenough, Secretary of State's Office  
John McAllister, Idaho Commerce and Labor  
Jeff Walker, Access Idaho

*Designate –*

Larry Tippets, Dept. of Health and Welfare

**Absent Member(s):**

Mark Little, Division of Purchasing  
Sue Simmons, Idaho Transportation Dept.  
Charlie Wright, Dept. of Health and Welfare

**Others Present:**

Jon Eckerle, Department of Administration  
Emily Gales, ITRMC Staff  
Larry Larsen, MicroWorks

**APPROVE MINUTES**

**MOTION:** Goodenough moved and McAllister seconded a motion to approve the September 23 and 30, 2004, Access Idaho Steering Committee Meeting Minutes, and the motion passed unanimously.

**REPORT FROM ACCESS IDAHO**

**Jeff Walker**, Access Idaho, addressed the committee.

- Upcoming projects were reviewed, along with the Access Idaho **General Manager's Report** (refer to handouts: [idaho.gov/itrmc/committees/accessidaho/m041028/projects.pdf](http://idaho.gov/itrmc/committees/accessidaho/m041028/projects.pdf) and [idaho.gov/itrmc/committees/accessidaho/gm\\_reports/sept04.pdf](http://idaho.gov/itrmc/committees/accessidaho/gm_reports/sept04.pdf)).
  - o Walker explained Access Idaho's **data migration** to a central data center was being performed for **disaster recovery improvement** and **other benefits** to the organization. The group briefly talked about the recovery piece.
  - o Access Idaho staff planned to launch two applications and beta test two more in November. Also, second and third quarter projects would be finished up in the November/December timeframe.
  - o The Real Estate Commission had reported a 70% user adoption rate for online license renewals.
  - o Adoption of online hazardous materials endorsements was at about 38%.
  - o The State Tax Commission was using the Trucking Portal (rather than its own website) to publicize the International Fuel Tax Agreement (IFTA) tax renewal application.
  - o Walker estimated Access Idaho would process about \$32M in online tax payments during the fourth quarter. Based on adoption trends, \$38-40M was projected for 2005.

- Access Idaho's marketing plan for 2005 was briefly reviewed.
- Walker then discussed more upcoming projects and service level agreements.
- At the request of **Chuck Goodenough**, Office of the Secretary of State, Walker explained the fee structure for over-the-counter credit card payments.

## **ANNOUNCEMENT**

Farnsworth advised the group that **trucking.idaho.gov** was a government-to-business category **finalist in the 2004 Best of the Web/Digital Government Achievement Awards program** conducted by the Center for Digital Government and *Government Technology* magazine. Also, the Trucking Portal and other Idaho efforts were of interest to other states at the NIC partner conference.

## **DOT-GOV URL APPROVALS**

**Jon Eckerle**, Department of Administration, reviewed the list of requested Uniform Resource Locators (URLs) (refer to handout: [idaho.gov/itrmc/committees/accessidaho/minutes/m041028/dot-gov.pdf](http://idaho.gov/itrmc/committees/accessidaho/minutes/m041028/dot-gov.pdf)). Chairman Farnsworth commented on test domains.

**MOTION:** Farnsworth moved and Goodenough seconded a motion to approve use of the following URLs by State of Idaho tax-supported entities: 'firstlady.idaho.gov,' 'lsomail.idaho.gov,' 'aging.idaho.gov,' 'ost.idaho.gov,' 'nedss.idaho.gov,' and 'arts.idaho.gov,' and the motion passed unanimously.

## **Discussion Items:**

- Said Eckerle, there was a lot of interest in the idaho.gov domain. It was expected eight to ten agencies would be fully incorporated with idaho.gov e-mail and web presence by the next committee meeting.
- Chairman Farnsworth talked about why the Access Idaho Steering Committee was chosen to approve requested idaho.gov and id.gov URLs. He advised ITRMC IT Enterprise Guideline G410 idaho.gov, id.gov Domains would be revised to allow for flexibility in the approval process. Farnsworth would distribute a draft to the committee. Eckerle and Farnsworth elaborated on this issue.
- Changes were planned for the ITRMC web publishing policy, standard, and guideline. Chairman Farnsworth explained.
- Per Eckerle, there was a dot-gov listserv for state representatives involved. He believed Idaho was leading most other states in agency dot-gov conversion and policy setting. Farnsworth also added some input.
- Said Farnsworth, the contract between the state and Access Idaho had been renewed for the second time. The agreement was on a two-year renewal schedule for a total of two renewals. Business recovery/business continuity would probably be included in the next portal request for proposal. There would likely be other, minor changes.

## **ADJOURNMENT**

As there was no other business to come before the committee, Chairman Farnsworth thanked those in attendance and adjourned the meeting at 2:15 p.m. The next Access Idaho Steering Committee meeting was scheduled for Thursday, November 18, 2004, from 1:30 to 3:00 p.m. in Conference Room 155 of the LBJ Building, 650 West State Street, Boise.

Respectfully submitted,

Emily Gales, ITRMC Assistant